

PROPOSED BYLAWS OF THE NCAC PARK & REC COMMITTEE

1. Mission: The mission of the Parks and Recreation Committee is to elicit broad-based community opinion and to advise the Nipomo Community Advisory Council on planning and other issues relevant to parks, open space, and recreation in Nipomo, as provided by the NCAC Bylaws.
2. Monthly Meetings: Regular monthly meetings of the Committee shall be held on the third Wednesday of each month, except December, at 4:00 p.m., at the Nipomo Library, or at other times and public places deemed appropriate by a majority of the voting members of the Committee.
3. Special Meetings: Special meetings may be called by the Committee Chair or on written request by any five voting members of the Committee, at such times and public places deemed appropriate, consistent with the NCAC Bylaws.
4. Membership: The Park and Recreation Committee shall be comprised of all residents (as defined in the NCAC Bylaws) who wish to attend and participate in Committee meetings.
5. Voting Members: Any resident who attends at least three of the four most recent Committee meetings shall be eligible to vote at the current meeting. Individuals who have not satisfied this minimum attendance requirement may speak but may not vote on items on the current meeting agenda.
6. Quorum: At least five voting members of the Committee shall constitute a quorum. In the absence of a quorum, no actions may be discussed or taken by the Committee; however, announcements from the Chair and Public Comment may occur pursuant to Article 10 below.
7. Agendas: Every regular meeting and special meeting of the Committee shall be properly noticed, and an agenda shall be published consistent with the NCAC Bylaws.
8. Publication: For the purpose of disseminating agendas, minutes and other notices to the public as herein required, the term "published" shall mean: (1) posted on the NCAC website, and (2) posted on the Yahoo NipomoCommunity eGroup.
9. Non-Agendized Items: Items not on the posted agenda shall not be discussed by the Committee nor any action taken on such items; however, public comment on any item not on the agenda shall be allowed pursuant to Article 10 of these Bylaws; provided that no action of any kind of may be proposed, discussed, or taken by the Committee during, or in response to, such public comment.
10. Public Comment: Every agenda shall provide for a period of public comment on matters within the Committee's scope of interest and which are not on the agenda. Public comment shall be limited at the Committee Chair's discretion, provided time limits are applied equally to all persons desiring to speak.
11. Minutes: Detailed and accurate, written minutes of every Committee meeting including attendance shall be taken. The minutes shall also record all motions and vote totals. Such minutes shall be published within five days of every meeting as set forth in Article 8 above.
12. Sub-Committees: The Committee may create ad hoc sub-committees to consider and make recommendations to the Committee on issues within

13. Duties of the Chair: The Committee Chair will attend NCAC general meetings and provide updates on Committee findings, reports, and resolutions in a timely manner. Such findings, reports and motions shall be presented at the NCAC's next regularly scheduled meeting. The Chair will facilitate meetings fairly and impartially.

14. Conflicts of Interest: The NCAC Bylaws shall apply to all Committee members.

15. Brown Act Compliance: The NCAC Bylaws shall apply to all Committee members.

16. Prohibition on Public Statements: The NCAC Bylaws shall apply to all Committee members.

17. Amendments: Recommendations for amendments to these bylaws may be referred to the NCAC Board for further action.

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